BEDES Commercial Sub-Group: Working Group Process

Dr. Jonathan Raab, Raab Associates, Ltd.
January 7, 2013
(Conference Call)

BEDES Working Group Structure

Convener: LBNL

Technical Specification Working Group

Strategic Working Group

Building Sector Sub-Groups
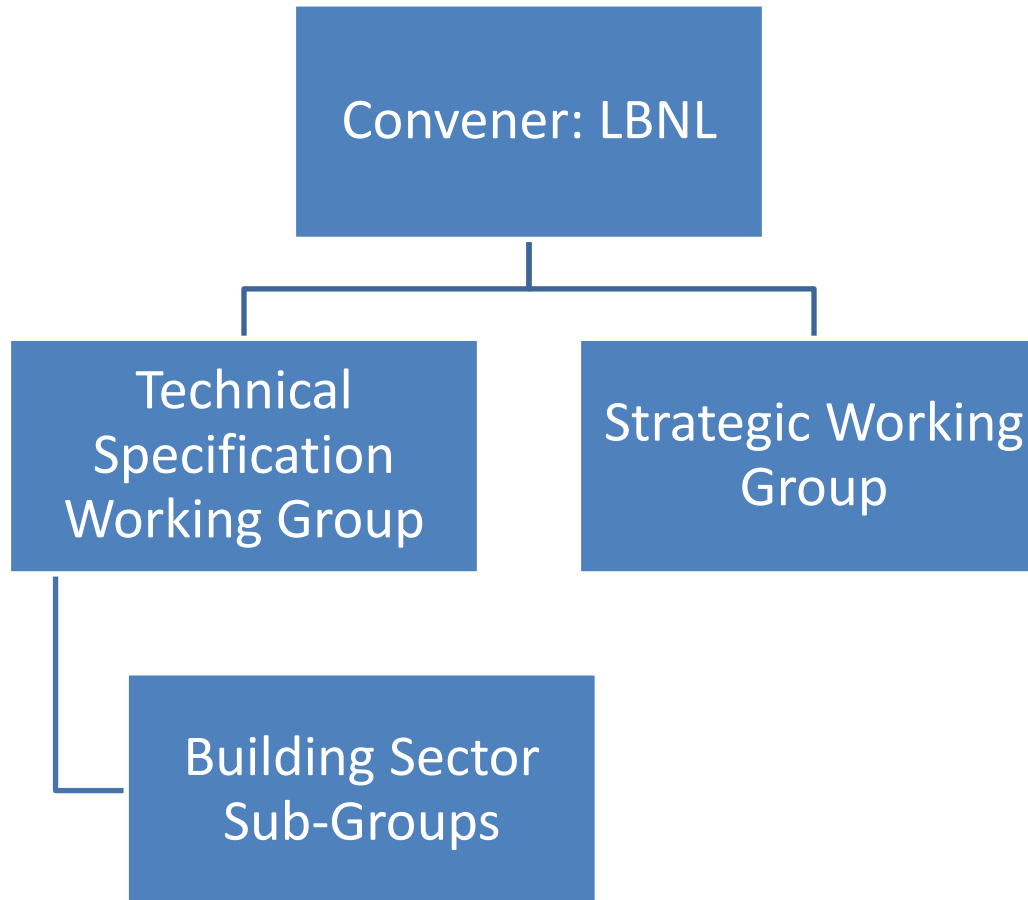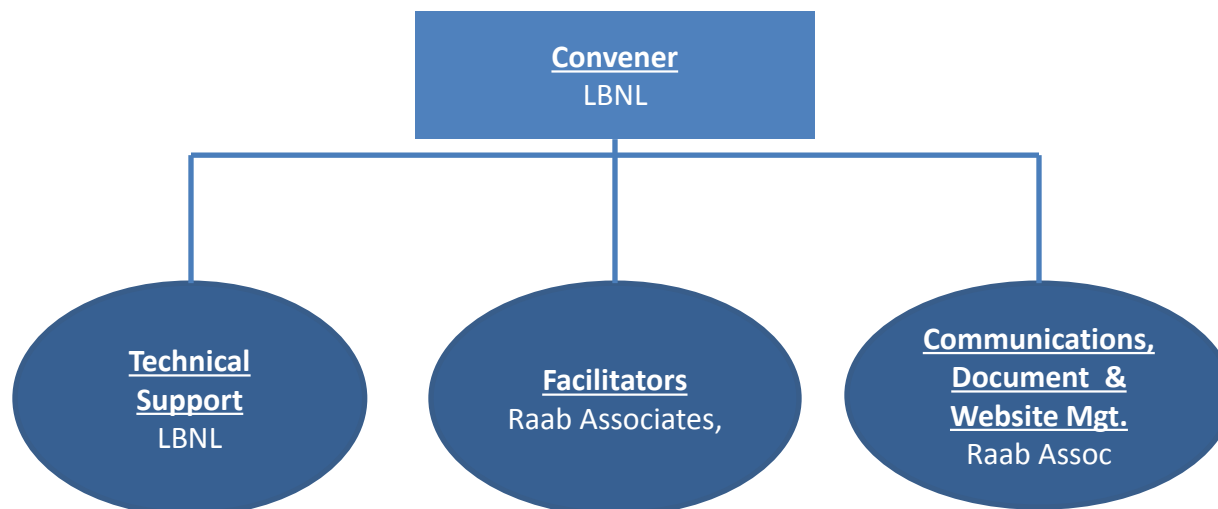
BEDES Team

LBNL

- Convener (organizer of the stakeholder process and responsible for the final report on BEDES)
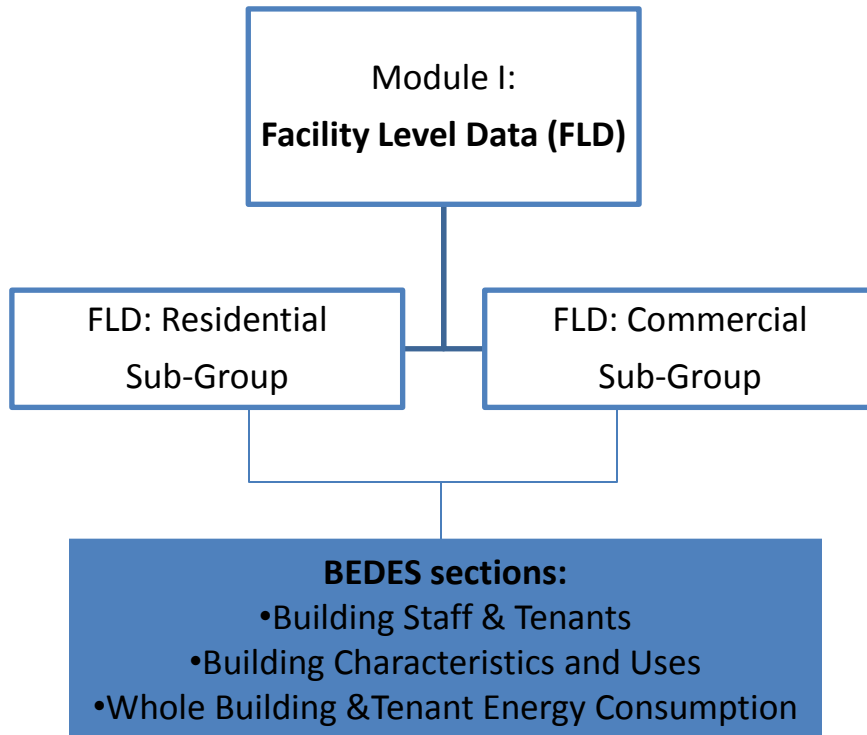- Technical Support

Raab Associates, Ltd.

- Facilitator for Strategic and Technical Working Groups, and Sector Sub-Groups
- Communications, website, and documents management

Convener
LBNL

Technical Support
LBNL

Facilitators
Raab Associates,

Communications, Document & Website Mgt.
Raab Assoc

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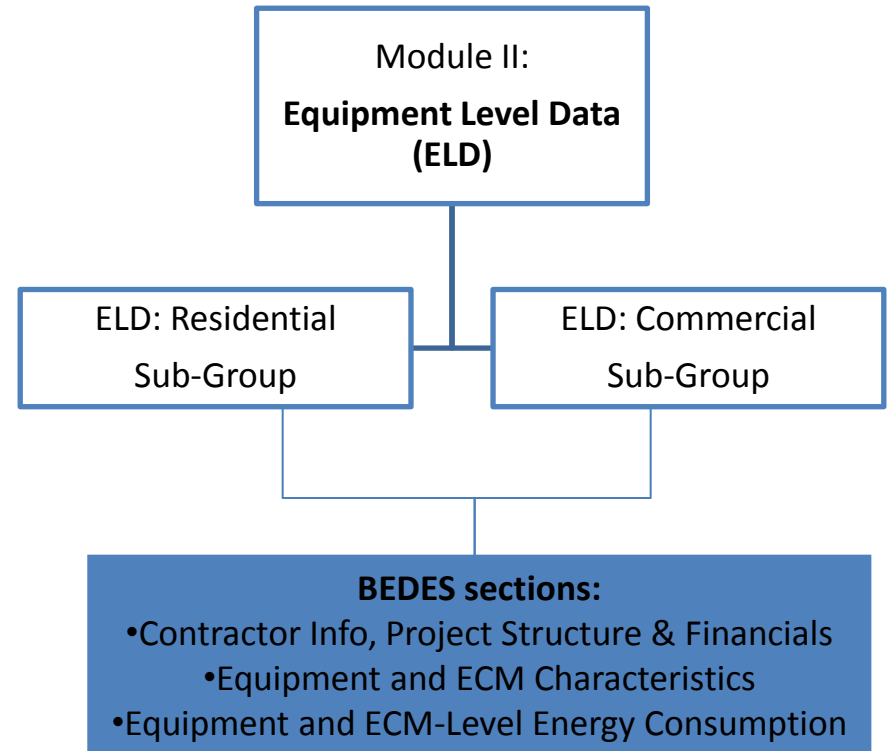# Building Sector Sub-Groups of Technical Work Group

- **Purpose**: Review and provide detailed feedback on BEDES:
- **Approach**:
  - Two Modules: Facility & Equipment Level Data
  - Two Sub-Groups for each module with one focusing on residential issues and the other focusing on commercial issues—for four total sub-groups. Certain aspects of multi-family buildings will likely be covered in the commercial sub-group and other aspects in the residential sub-group.
  - Each Sub-Group is expected to meet three-to-four times for each module via web-enabled conference calls
  - The Sub-Groups will report back to TWG

January-February

Module I:
Facility Level Data (FLD)

FLD: Residential Sub-Group

FLD: Commercial Sub-Group

BEDES sections:
- Building Staff & Tenants
- Building Characteristics and Uses
- Whole Building &Tenant Energy Consumption

March-June

Module II:
Equipment Level Data (ELD)

ELD: Residential Sub-Group

ELD: Commercial Sub-Group

BEDES sections:
- Contractor Info, Project Structure & Financials
- Equipment and ECM Characteristics
- Equipment and ECM-Level Energy Consumption

Sub-Group Module 1 Meetings Facility Level Data

Topics	Commercial Sub-Group	Residential Sub-Group
Site, Facility	January 7	January 9
Energy, Admin, & PII	January 28	January 27
Enumerations	February 11	February 13
Note: All meetings via phone	*1:00-3:30 EDT*	

Sub-Group Module 2 Meetings Equipment Level Data

Topics—Draft (subject to change)	Commercial Sub-Group	Residential Sub-Group
HVAC, Controls, Opps	March 11	March 13
Lighting & Envelope	April 7	April 9
Internal & Process Loads	May 6	NA
Plugs, DHW, & Appliance Loads	NA	May 8
Energy Generation, Storage & Other	June 3	June 5
Note: All meetings via phone	*1:00-3:30 EDT*	

- Participants will make every attempt to attend all applicable meetings, to be on-time, and to review all documents disseminated prior to the meeting

- If a participant (or his\her alternate) cannot attend a meeting, they should let the Facilitator know prior to the meeting (by telephone or e-mail)

- Participants are charged with participating in a constructive forum where diverse points of view are voiced and examined in a professional and balanced way. Personal attacks are not permitted

- Participants agree to act in good faith in the discussions. 'Good faith' means that they will be forthright and communicative about the interests and preferences of their organization and will actively seek agreement wherever possible—endeavoring to offer alternatives if they can't support an option under discussion

- Let facilitator know if anything is not going well or can be improved (in confidence)

Ground Rules- Agreement Seeking

- Goal: Seek as much agreement as possible on both technical and strategic matters among participants

- Will strive for consensus where feasible within time constraints and given the range of opinion on a particular issue

- Consensus is defined as unanimity among participants at a given meeting (either in person or on the phone) whereby an option is considered acceptable (even if it may not be a participant's first choice)

- Where consensus is not reached, will note two or more options (in the meeting summary) and the level of support for each option

  - For those participating phone, will devise an efficient polling mechanism either in real-time thru ReadyTalk or other means, or post-meeting through survey monkey or other means

Ground Rules- Sub-Groups and TWG

- The Commercial and Residential Sub-Groups for both Module 1 (Facility-Level Data) and Module 2 (Equipment-Level Data) will be providing feedback and recommendations through the TWG

- As such, any Sub-Group feedback and recommendations to LBNL will not be considered final until reviewed and supported by the TWG

- As a practical matter, TWG will likely simply support any consensus items from Sub-Groups and attempt to resolve any matters where Sub-Groups couldn't reach a consensus